

# Police Department



## REQUEST FOR COPY OF A POLICE REPORT

Date of Request \_\_\_\_\_

Type of Report:

Motor Vehicle: (check one of the following)

- ☐ Accident
- ☐ Theft from vehicle
- ☐ Damage to vehicle
- ☐ Vandalism
- ☐ Other (describe) \_\_\_\_\_

Business or residence: (check one of the following)

- ☐ Disturbance
- ☐ Breaking and entering
- ☐ Burglary
- ☐ Vandalism
- ☐ Other (describe) \_\_\_\_\_

Date and time of incident: \_\_\_\_\_

Location of incident: \_\_\_\_\_

Names of persons involved: \_\_\_\_\_

\_\_\_\_\_  
Name of person requesting report: \_\_\_\_\_

Address, phone # and email address of person requesting report: \_\_\_\_\_

How would you like to receive this report? \_\_\_\_\_ Mail \_\_\_\_\_ Pickup \_\_\_\_\_ email (check one)

You must include address , phone number and email address to ensure receipt of information requested.

The more information provided the more likely we are to find the report requested.